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ABSTRACT

This educational facility evaluation manual contains the overall building condition rating form and the supporting check sheets which have been field tested in several states and, where appropriate, modified for use in the Idaho School Facilities Needs Assessment. The exterior building condition form examines the foundation, structure, walls, roof, windows, doors, and trim. The interior building condition form examines the floors, walls, ceilings, and fixed equipment. The form for mechanical systems condition examines electrical, water heating, air conditioning and heating systems, and lighting. The safety/building code form covers means of exits, fire control and alarm systems, emergency lighting, and fire resistance. Additional rating forms cover provisions for persons with disabilities, functional adaptability, and space suitability. (GR)

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ED 461 250

BUILDING CONDITION AND SUITABILITY EVALUATION MANUAL

For the Idaho School Facilities
Needs Assessment Committee

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Preface

For several years, MGT of America has conducted evaluations of the physical condition of buildings as part of capital facilities projects for schools, college and universities. In a recent project for the South Carolina Department of Education, it was necessary for us to train lay persons to conduct condition evaluations and ensure that those evaluations were as consistent as possible across all the school districts of the state. It therefore became necessary to develop supporting check sheets to standardize the evaluation process.

This manual contains the overall condition rating form and the supporting check sheets which have been field tested in several states and, where appropriate, modified for use in the Idaho School Facilities Needs Assessment. In addition, the manual contains sections on facility suitability and adaptability. These sections were developed specifically for the Idaho project.

MGT was assisted in this effort by Allan J. Stoneberg, P. Eng. of A.J. Stoneberg and Associates, Engineering Consultants; Jim Galbraith, A.I.A. of Barnett and Fronczak Architects; and Edward Peters of Peters and Associates, who served as project subcontractors. We wish to take this opportunity to acknowledge their contributions to this manual.

W. Kenneth Boutwell
Denis J. Curry
MGT of America

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Check Sheet Development

✓ **Purpose**

The purpose of the check sheets contained in this manual is to provide a standardized base from which any person of moderate training can make an accurate estimation of the condition of the structure, mechanical systems and safety concerns of a building.

The results of these check sheets are entered on the Building Evaluation Form.

Check Sheet Rationale

In the case of the items comprising exterior and interior building condition, the check sheets provide direct examples of the rating to be entered on the Building Evaluation Form. The nature of the condition, if other than "GOOD," is to be indicated on the check sheet.

For mechanical systems and safety items the following approach was developed to categorize both individual aspects of each system and the system as a whole.

✓ **Define a GOOD System**

For each system (Electrical, Plumbing, etc):

Characteristics which define a "GOOD" system were first identified. These characteristics are referred to as ITEMs in the evaluation and are stated in a way that a positive answer meets the requirements for a GOOD system.

✓ **Rate Negative Responses**

For each ITEM, possible negative answers are listed. Those answers are rated fair, poor or unsatisfactory according to the established definitions (i.e., whether a specific negative answer would tend to require system replacement or minor repair, etc.)

✓ **Rank Negative Responses**

Each negative answer is ranked according to its relative severity. In this case the rankings used are:

Low Concern (-3)
Moderate Concern (-6)
High Concern (-12)

Instructions for Conducting a Building and Suitability Evaluation and Completing the Building Evaluation Form (BEF)

✓ Overview

1. **Primary Form** - The Building Evaluation Form (see page 1) is the primary document for reporting the results of building evaluations. Virtually all survey results are based upon this form, not the detailed systems rating forms (DSRF).

2. **One Form per Building** - The BEF applies to individual buildings where instruction occurs. If a school involves more than one instructional building, the evaluator should complete a separate BEF for each building. Major additions may require a separate form. (See "Scoring Building Additions" on page iii.) If a building (e.g., an auditorium) is used by more than one school, indicate both school names on the BEF.

3. **Detailed Systems Rating Forms** - The purpose of the detailed systems rating forms is to provide consistency and justification for the ratings that are entered on the BEF. There is a detailed rating form for each of the twenty systems listed on the BEF. The detailed systems rating forms are grouped into five categories of "building components": Exterior, Interior, Mechanical Systems, Safety/Building Code, and Provisions for the Handicapped.

   There is also a detailed rating form to back up the suitability rating that appears at the bottom of the BEF.

4. **Evaluation Procedure** - The basic evaluation procedure is to rate each of the twenty systems according to the criteria listed on the detailed systems rating forms and to transfer the results onto the BEF. For two categories of systems, Exterior and Interior, the transfer is direct. The rating on the DSRF corresponds to the ratings on the BEF.

   All of the other systems (Mechanical, Safety/Building Code, Handicapped) require an additional procedure to develop the rating for the BEF. This procedure is called a "Check Sheet" and is explained below. (See "Rating Systems via Check Sheets" on page ii.)

5. **Combined Ratings** - In some cases there may be more than one type of a particular system in a building (e.g., both central steam and individual room heating and cooling). Also, there may be cases in which the condition of a particular system varies widely within the buildling (e.g., the carpet in the halls and classrooms is new and excellent, but the cafeteria floor tile shows extreme wear, damage, crumbling and dispersal of friable asbestos). In these cases, the evaluator rates each different system or condition separately, and develops a combined score that reflects the proportion of the building involved in each system or condition. There is a special column on the BEF for listing combined systems scores. (See "Scoring Building Additions" on page ii.)

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6. **Adjusted Total Score** - Some buildings do not have cooling systems or fixed equipment. If a buildling lacks either or both of these elements, it is necessary to adjust the total score. (See "Building Scoring" on page iii.)

✓ **Rating Systems via Check Sheets**

The rating of Mechanical, Safety/Building Code and Handicapped systems uses check sheets to enhance consistency and reliability. Use the following procedure to rate each system in these categories. (Instructions are repeated on each check sheet.)

The System Evaluation begins with the summing of each RATING Column and entering the number in Column C.

Column A lists the total possible score for each RATING.

✓ **Tolerance Point Level**

Column B lists the TOLERANCE POINT LEVEL (TPL). This number is a controlled variable that determines at what point the system as a whole is classified as that RATING.

1. The system is rated by comparing the ACTUAL SCORE in each RATING to the TPL. If the ACTUAL SCORE exceeds the TPL, a check is placed in Column D. If the ACTUAL SCORE does not exceed the TPL, a check is placed in Column E.

2. The SYSTEM RATING is then determined by finding the check in the worst RATING. If the check is in Column D, the SYSTEM RATING is that RATING. If the check is in Column E, the SYSTEM RATING is the next better rating.

3. The SYSTEM RATING is then entered in the appropriate column of the Building Evaluation Form. It should be kept in mind that the check sheets are to assist in the rating process and if the final SYSTEM RATING differs from the opinion of the review team, the team's assessment should be entered on the Building Evaluation Form.

✓ **Scoring Building Additions (Or Significant Disparate Conditions)**

Buildings that have had significant additions require special treatment. The evaluator must judge how much difference there is between the original structure and the addition. For example, if the original building is significantly older than the new wing and shares no structural or mechanical components with it, the two should be rated on separate building condition evaluation forms. The total scores for each are then combined on the basis of total area as indicated in the example below.

If only one system (e.g., heating, roof, etc.) of the addition is different from the original, rate only that one system separately. The two scores for that one system can then be combined, using total area as the basis for apportionment.

Example: ROOF

	Total Area	Rating		
Original Building	12,000 Sq.Ft.	x 7	=	84,000
Addition	4,000 Sq.Ft.	x 2	=	8,000
	16,000 Sq.Ft.			92,000

Combined Score $\frac{92{,}000}{16{,}000} = 5.75$

Enter the result, to two decimals, in the "COMBINED" Column.

The same approach should be used in cases where there are significantly disparate conditions affecting a building system even if no addition is involved.

✓ Total Building Scoring

After each component's system has been rated on the Building Evaluation Form, the score for the building as a whole must be calculated.

1. Calculate the score for each building component by summing its systems' ratings.

2. Sum the scores of the four building components and enter the result on the Building Evaluation Form in the Unadjusted Score box.

3. Calculate the total of each Rating Column. (The sum of these totals should equal the amount in the Unadjusted Score box).

4. Calculate the total possible building score. Two building systems not found in every building are Fixed Equipment (2.4) and Cooling (3.4). When these systems are not present, the total possible score for the building (100 points) is reduced.

   - If the building does not contain fixed equipment the total possible building score is reduced by 2 points.

   - If the building does not have a cooling system the total possible building score is reduced by 6 points.

   - If the building does not either fixed equipment and a cooling system the total possible building score is reduced by 8 points.

5. Calculate the Adjusted Score for the building by dividing the Unadjusted Score (step 2) by the total possible score (step 5). Enter this score in the Adjusted Score box on the Building Evaluation Form.

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Building Evaluation Form

BUILDING EVALUATION FORM

County / School District | School Name (s) | Building Name / #

COMPONENTS	SYSTEMS	RATINGS GOOD (1)	FAIR (2)	POOR (3)	UNSAT. (4)	COMBINED	COMMENTS
1.0 Exterior Building Condition	1.1 Foundation/Structure	+12	+8	+6	+4		
	1.2 Walls	+8	+5	+3	+1		
	1.3 Roof	+7	+5	+2	0		
Component Score	1.4 Windows/Doors	+2	+1	0	0		
	1.5 Trim	+2	+1	0	0		
2.0 Interior Building Condition	2.1 Floors	+8	+5	+2	0		
	2.2 Walls	+8	+5	+1	0		
Component Score	2.3 Ceilings	+5	+3	+1	0		
	2.4 Fixed Equipment	+2	+1	0	0		
3.0 Mechanical Systems Condition	3.1 Electrical	+6	+4	+2	0		
	3.2 Plumbing	+4	+2	+1	0		
	3.3 Heating	+6	+4	+2	+1		
Component Score	3.4 Cooling	+6	+4	+2	+1		
	3.5 Lighting	+4	+3	+2	0		
4.0 Safety/Building Code	4.1 Means of Exit	+6	+4	+2	0		
	4.2 Fire Control Capability	+4	+3	+2	+1		
	4.3 Fire Alarm System	+4	+3	+2	+1		
Component Score	4.4 Emergency Lighting	+2	+1	0	0		
	4.5 Fire Resistance	+4	+3	+2	+1		
TOTAL CONDITION SCORE							Unadjusted Score / Adjusted Score
5.0 Provisions for Handicapped Access		X	X	X	X		

6.0 Functional Adaptability	6.1	6.2	6.3	6.4	6.5	6.6	Total

7.0 Suitability of Space	7.1	7.2	7.3	7.4	7.5	7.6	7.7	7.8	Avg'd Total

Evaluator Signature | School District Facilities Representative | / / '92 Date

(BEF.WK1 4/22/92) Record Information on Building System Data Elements, Significant Location Factors and Overall Conclusions on Reverse Side.

Building Evaluation - Page 1

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Significant Location Factors and Overall Conclusions:

BUILDING SYSTEM DATA ELEMENTS

1. TYPE OF CONSTRUCTION
   - [ ] Site Built
   - [ ] Modular

2. TYPE OF STRUCTURAL COMPOSITION
   - [ ] Concrete Frame
   - [ ] Steel Frame
   - [ ] Wood Frame
   - [ ] Masonry Bearing Walls
   - [ ] Pre-engineered Steel
   - [ ] Combination

3. SOURCE OF HEAT ENERGY (check all that apply)
   - [ ] Oil
   - [ ] Gas
   - [ ] Bottled Gas
   - [ ] Electric
   - [ ] Coal
   - [ ] Solar
   - [ ] Wood
   - [ ] Other _____

4. TYPE OF HEAT DISTRIBUTION (check all that apply)
   - [ ] Hot Air
   - [ ] Hot Water
   - [ ] Steam
   - [ ] Radiant
   - [ ] Heat Pump

5. TYPE OF COOLING SYSTEM (check all that apply)
   - [ ] None
   - [ ] Central
   - [ ] Local Zone
   - [ ] Individual Units
   - [ ] Combination of central and local individual units

6. MECHANICAL VENTILATION PROVIDED
   - [ ] Yes
   - [ ] No

7. CIRCUIT PROTECTION PROVIDED BY CIRCUIT BREAKERS
   - [ ] Yes
   - [ ] No

8. FIRE ALARM SYSTEM
   - [ ] Pull Station Only
   - [ ] Electrically Supervised
   - [ ] None

9. SPECIAL SPACES IN BUILDING - Indicate number of separate spaces
   - [ ] Gymnasium
   - [ ] Auditorium
   - [ ] Combination Gym/Auditorium
   - [ ] Combination Gym/Auditorium/Cafeteria
   - [ ] Combination Auditorium/Cafeteria
   - [ ] Combination Gym/Cafeteria
   - [ ] Swimming Pool
   - [ ] Cafeteria

1.0 Exterior Building Condition

Form 1.1 Foundation/Structure

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: No visible sign of distress or failure in building. Routine maintenance will be adequate.	X			
2	MINOR REPAIR: Minor shrinkage cracks in floor. No disruption of service in facility. A few minor cracks in walls with no intrusion back into building. Continuous observation recommended. Tuck pointing cracks and flashing repair started.		X		
3	MAJOR REPAIR: Settlement cracks in floor creating problems for certain equipment. Distinct signs of roof or wall leaks and water penetrating into building. Corrective action should take place at once to stop any further damage.			X	
4	REPLACEMENT: Foundations, columns, beams or structural walls showing any sign of failure or distress such as settling, subsidence, severe cracking or crushing should get emergency attention such as shoring, evacuation and restricted access. Repairs should begin at once. Replacement should be scheduled as soon as possible.				X

PART B Nature of the system problem if other than good

PART C General Comments

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Form 1.2 Exterior Building – Walls

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: No apparent problems visible under close inspection. Total systems in sound condition. No sign of water intrusion or damage. Routine maintenance adequate.	X			
2	MINOR REPAIR: Slight cracking in face of wall. Any water intrusion inconsequential. Flashing systems working well to expel water out of wall. Continual monitoring required and schedule timely corrective work.		X		
3	MAJOR REPAIR: Water instrusion apparent. Sign of entrance into building and penetration into other areas. Calls for immediate attention and corrective work.			X	
4	REPLACEMENT: Extensive damage to building interior materials/systems obvious. Emergency attention/possible replacement called for.				X

PART B Nature of the system problem if other than good

PART C General Comments

Form 1.3 Exterior Building – Roof

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: Roof membranes, flashing and entire system sound and complete. No failure or problems of any kind apparent. Routine maintenance sufficient.	X			
2	MINOR REPAIR: No apparent failure evident. Minor repairable problems visible such as built up membrane blisters, loose or displaced flashing and any broken tiles/shingles on a sloped tile/shingle roof. Timely repair and attention called for.		X		
3	MAJOR REPAIR: Failure apparent. Water intrusion obvious. Repair and attention call for immediate and satisfactory repair. Emerging and stop–gap temporary measures called for should extreme weather conditions occur such as high wind or severe temperatures.			X	
4	REPLACEMENT: Severe and extensive failure of system apparent, resulting in extensive damage to building, disruption of operation or damage to systems or equipment. Conditions call for immediate intervention and replacement.				X

PART B Nature of the system problem if other than good

PART C General Comments

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Form 1.4 Exterior Building – Windows/Doors

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: All doors and windows in excellent shape with all operations normal. Routine maintenance sufficient.	X			
2	MINOR REPAIR: Slight problems with doors or windows which are easily repaired or adjusted such as individual broken panes, hardware, caulking or other operating systems. Schedule timely repair to stop further deterioration. School house hardware function exists.		X		
3	MAJOR REPAIR: Significant problems affecting the operation of doors and windows such as locking devices and ease of operating. Failure of any emergency devices calling for immediate attention and repair. Windows lack good thermal characteristics. Doors and/or windows in need of prompt repair.			X	
4	REPLACEMENT: Extensive failure of emergency devices, doors and windows inoperable due to broken parts, or the doors or windows themselves. Immediate attention and correction called for.				X

PART B Nature of the system problem if other than good

PART C General Comments

Form 1.5 Exterior Building – Trim

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: All trim (including gutters, downspouts and soffits secure and in excellent condition. All caulking in place and complete.	X			
2	MINOR REPAIR: Only minor repair called for such as re-caulking or painting of trim.		X		
3	MAJOR REPAIR: Major repairs needed and apparent condition calls for immediate attention. Significant problems occurring at roof facias and/or at jambs and sill of doors and windows.			X	
4	REPLACEMENT: Extensive and complete disrepair apparent. Obvious signs of intrusion or failure in building envelope. Damage by intrusion of elements extensive. Replacement indicated.				X

PART B Nature of the system problem if other than good

PART C General Comments

2.0 Interior Building Condition

Form 2.1 Interior Building – Floors

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: Routine maintenance is adequate to preserve quality of finishes and prevent premature aging.	X			
2	MINOR REPAIR: Signs of wear apparent. Maintenance frequency may need to be improved or quality of maintenance may need to be improved.		X		
3	MAJOR REPAIR: Significant signs of wear apparent. Material nearing end of service life. Replacement and renewal of finish should be scheduled or consideration be given to taking space out of service.			X	
4	REPLACEMENT: Possible hazardous conditions present including asbestos. Needs immediate attention. Finish of floor worn out. Carpets soiled to unsightly condition. Floor tile broken or chipped. Replacement called for or discontinue use until corrected. Replacement called for or discontinue use until corrected.				X

PART B Nature of the system problem if other than good

PART C General Comments

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: Routine maintenance adequate. Material all in clean serviceable condition.	X			
2	MINOR REPAIR: Soiled, worn, cracked surfaces beginning to appear. Maintenance to be improved and corrective measures should be taken. Close monitoring started to assure measures are taking care of previous conditions.		X		
3	MAJOR REPAIR: Badly soiled or stained surfaces, cracking which can be repaired and patched and where timely repair can correct problems.			X	
4	REPLACEMENT: Conditions similar to above only more extensive. Fallen plaster or severely impaired surfaces. Wall tile broken or missing. Deficiencies causing extreme conditions resulting in damage to substrate as well as surface material or or contains friable asbestos. Immediate corrective action should be taken.				X

PART B Nature of the system problem if other than good

PART C General Comments

Form 2.3 Interior Building – Ceilings

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: No apparent deficiencies or problems. Routine maintenance adequate to preserve and maintain.	X			
2	MINOR REPAIR: Slight soiling or discoloration visible. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.		X		
3	MAJOR REPAIR: Soiled and stained conditions apparent. Cracking also evident. Conditions possibly caused by water or other liquids. Lay-in ceiling tile may be missing or broken or discolored and should be replaced. Plaster needs to be repaired and surfaces painted or treated. Timely maintenance will restore to usable condition.			X	
4	REPLACEMENT: Broken, chipped, sagging and severely stained material present or containing asbestos. Substrate and finish must be repaired. Unsafe and hazardous conditions must be corrected and space not used until correction made.				X

PART B Nature of the system problem if other than good

PART C General Comments

SPECIAL NOTE

If the building does not contain Fixed Equipment, do not circle a rating on the Building Evaluation Form and write "NONE" in the comments column.

NOTE: If fixed equipment is present, note the type of equipment, e.g., kitchen walk-in freezer, dishwasher, fume hoods, built-in kilns, etc.

Form 2.4 Interior Building – Fixed Equipment

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	ROUTINE MAINTENANCE: Equipment (e.g. kitchen walk-in freezer, dishwasher, fume hoods, built-in kilns) in good shape and in excellent working condition. Routine maintenance adequate.	X			
2	MINOR REPAIR: Equipment worn and well used. Parts may need to be replaced. Equipment in working order but may require more than routine maintenance.		X		
3	MAJOR REPAIR: Maintenance costs high. Fairly frequent breakdowns with some loss of service time. Parts may be difficult to obtain or are expensive. Equipment may be inefficient. Service life is limited and replacement should be scheduled.			X	
4	REPLACEMENT: Breakdowns are frequent. Parts no longer available or cost prohibitive. Equipment out of service most of the time. Immediate replacement called for. Safety devices missing or inadequate. Should receive emergency attention.				X

PART B Nature of the system problem if other than good

PART C General Comments

3.0 Mechanical Systems Condition

Form 3.1 Electrical

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Electrical conductors properly rated for service voltage and amperage. *Agree (1), Disagree (4)*	X			12
2	Conductors properly jacketed for the specific location where installed. *Agree (1), Disagree (3)*	X		6	
3	Circuit protection by breakers. *Agree (1), Some circuits protected by fuses (3), Many circuits protected by fuses (4)*	X		6	6
4	Breakers properly rated for the load and of the free-trip type. *Agree (1), Some not properly rated (2), Many not properly rated and/or some not of free-trip type (4)*	X	12		12
5	Steel jacketed cables show no rust. *Agree (1), Show extensive rust (2)*	X	3		
6	Junction boxes in good working condition. *Agree (1), Some damaged or missing parts (4)*	X		3	
7	Conductor supports exist and in place. *Agree (1), Disagree (?)*	X	3		
8	Conductors installed in well ventilated spaces. *Agree (1), Disagree (4)*	X			6
9	Adequate class and division of electric materials used in hazardous and flammable spaces. *Agree (1), Disagree (4)*	X			12
10	Outdoor ground transformers are fully fenced or enclosed. *Agree (1), Disagree (2)*	X	6		

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PART A - CONTINUED

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
11	Electric outlets and fixed motors properly grounded. *Agree (1), Disagree (2)*	X		12	
12	Main electrical panel and panel room conforms to electrical code requirements. *Agree (1), Disagree (4)*	X			12

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)
GOOD					
FAIR	24	8			
POOR	27	9			
UNSAT	60	20			

SYSTEM RATING (Check One)	
GOOD	
FAIR	
POOR	
UNSAT	

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 3.2 Plumbing

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Majority of fixtures less than 10 years old. *Agree (1), Disagree (3)*	X		12	
2	Fixtures not stained or cracked. *Agree (1), Disagree (3)*	X		3	
3	Fixtures not broken. *Agree (1), Disagree (4)*	X			12
4	Fittings' plating not deteriorated. *Agree (1), Disagree (3)*	X		3	
5	Pipes well thermally insulated and vapor barrier in place. *Agree (1), Disagree (3)*	X		3	
6	Hot and cold water pipes show no mineral deposits inside. *Agree (1), Disagree (3)*	X		12	
7	If required, system is provided with hot water re-circulation pump and pipes. *Agree (1), Disagree (2)*	X	6		
8	Water cross connections to non-potable sources provided with backflow preventors. *Agree (1), Disagree (4)*	X			12
9	Water heater has thermostat/temperature pressure. *Agree (1), Disagree (4)*	X			12
10	Water heater flue tubes show no mineral deposits on the outside perimeter. *Agree (1), Disagree (4)*	X			6
11	Water heater flue tubes show no rust. *Agree (1), Disagree (2)*	X	12		

PART A - CONTINUED

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
12	Water heater flue ducts are air tight and well sealed to the chimney connection. *Agree (1), Disagree (3)*	X		3	
13	Gas/oil automatic combustion system in good working cond. *Agree (1), Disagree (3)*	X		12	
14	Water piping provided with water hammer arrestors. *Agree (1), Disagree (2)*	X	6		
15	Drain pipes do not leak. *Agree (1), Disagree (4)*	X			6
16	Drain pipes provided with adequate clean-outs. *Agree (1), Disagree (2)*	X	6		
17	Drain venting system complies with local plumbing code. *Agree (1), Disagree (some vents terminate indoors or piped outdoors below building envelope openings) (2)*	X	12		
18	Cold and hot water piping network provided with adequate separation valves for maintenance and repair purposes. *Agree (1), Disagree (4)*	X			3
19	Cold water main provided with water pressure regulator. *Agree (1), Disagree (3)*	X		6	
20	Valves easily accessible for handling. *Agree (1), Disagree (2)*	X	3		
21	Drain sump pumps fully automatic controlled. *Agree (1), Disagree (3)*	X		12	
22	Water heater efficiency over 80%. *Agree (1), Disagree (3)*	X		12	

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)
GOOD					
FAIR	45	15			
POOR	78	26			
UNSAT	51	17			

SYSTEM RATING (Check One)	
GOOD	
FAIR	
POOR	
UNSAT	

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

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SPECIAL NOTE

There are multiple forms for evaluation of heating and cooling systems. Select the forms appropriate for the building's system to assist in rating central heating and cooling on the Building Evaluation Form. If the building does NOT have a central (or large area) system in either of these categories, mark the appropriate column on the Building Evaluation Form based on your assessment of performance and maintenance experience.

For central (or large area) systems, use:

- Form 3.3.1 for Steam/Hot water Heating.
- Form 3.3.2 for Hot water Heating.
- Form 3.3.3 for Forced Air Heating.
- Form 3.4.1 for Combination Forced Air Heating and Cooling and use the results for both the heating and cooling categories on the Building Evaluation Form.
- Form 3.4.2 for Central Air Conditioning without heat.

In certain cases, a system may combine Hot Water/Steam and Forced Air. In such cases, rate the central heat generation system under 3.3.1 or 3.3.2 and the heat distribution elements under 3.3.3.

NOTE: IF the building does not have a cooling system, do not circle a rating on the Building Evaluation Form, and write "NONE" in the comments column.

Form 3.3.1 Steam/Hot Water Heating System

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Steam boiler efficiency. *Over 80% (1), 70–80% (2)*	X	12		
2	Boiler thermal insulation jacket in place and tight. *Agree (1), Disagree (2)*	X	3		
3	Boiler refractory shows no visible cracks. *Agree (1), Disagree (4)*	X			6
4	Boiler fuel control in working condition. *Agree (1), Disagree (4)*	X			12
5	The brick chimney is not deteriorated. *Agree (1), Disagree (3)*	X		3	
6	Flue ducts are airtight and well sealed at chimney entrance. *Agree (1), Disagree (4)*	X			3
7	No visible rust on boiler water tubes. *Agree (1), Disagree (4)*	X			6
8	Pipe insulation (min. 1") in place and tight. *Agree (1), More than 20% deteriorated (2)*	X	6		
9	If water hardness dictates, feed water softener exists and in working condition. *Agree (1), Disagree (3)*	X		6	
10	Condensate deaerator exists and in working condition. *Agree (1), Disagree (3)*	X		12	
11	If water condition indicates, chemical water treatment exists and in working condition. *Agree (1), Disagree (2)*	X	6		

PART A - CONTINUED

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
12	Pipes show no visible corrosion. *Agree (1), Disagree (4)*	X			6
13	Condensate pipes show no scale deposits. *Agree (1), Disagree (3)*	X		12	
14	Valves and steam traps do not leak. *Agree (1), Disagree (4)*	X			3
15	Condensate tank does not show corrosion and insulated. *Agree (1), Disagree (2)*	X	3		
16	Pipes well anchored and free to expand. *Agree (1), Disagree (3)*	X		3	
17	Heat exchanger well insulated and shows no corrosion. *Agree (1), Disagree (4)*	X			3
18	Air separators exist and are in working condition. *Agree (1), Disagree (3)*	X		6	
19	Space heaters are of fin type and not damaged. *Agree (1), Disagree (Cast iron type) (3)*	X		6	
20	Space temperature controlled by timers or energy saving thermostats. *Agree (1), Disagree (standard type) (3)*	X		12	
21	Pump bearings less than 10,000 hours in operation. *Agree (1), Disagree (2)*	X	6		
22	Pumps do not leak. *Agree (1), Disagree (4)*	X			3
23	Stand-by pumps exist. *Agree (1), Disagree (2)*	X	12		
24	Pipes connected to pumps by flexible connections. *Agree (1), Disagree (2)*	X	3		
25	Control indicators like thermo/manometers (temperature and pressure gauges) exist. *Agree (1), Disagree (4)*	X			3
26	Pumps equipped with high efficiency motors. *Agree (1), Disagree (3)*	X		12	

'ART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)
GOOD					
FAIR	51	17			
POOR	72	24			
UNSAT	45	15			

SYSTEM RATING (Check One)	
GOOD	
FAIR	
POOR	
UNSAT	

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

ART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Boiler efficiency. *Over 80% (1), Under 80% (2)*	X	12		
2	Boiler thermal insulation jacket in place and tight. *Agree (1), Disagree (2)*	X	3		
3	Boiler refractory shows no visible cracks. *Agree (1), Disagree (4)*	X			6
4	Boiler fuel control in working condition. *Agree (1), Disagree (4)*	X			12
5	Brick chimney not deteriorated. *Agree (1), Disagree (3)*	X		3	
6	Flue ducts airtight and well sealed at chimney entrance. *Agree (1), Disagree (4)*	X			3
7	Boiler water tubes not rusted. *Agree (1), Disagree (3)*	X		6	
8	Pipe insulation (min. 1") in place and tight. *Agree (1), More than 20% deteriorated (2)*	X	6		
9	Expansion tank shows no visible rust. *Agree (1), Disagree (4)*	X			3
10	If water condition indicates, chemical water treatment exists and in working condition. *Agree (1), Disagree (2)*	X	6		
11	Pipes show no visible corrosion. *Agree (1), Disagree (3)*	X		6	

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PART A – CONTINUED

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
12	Automatic water supply temperature control valve exists. *Agree (1), Disagree (4)*	X			12
13	Valves do not leak. *Agree (1), Disagree (4)*	X			3
14	Water strainer exists and basket not corroded. *Agree (1), Disagree (4)*	X			6
15	Air separators exist and in working condition. *Agree (1), Disagree (4)*	X			6
16	Space heaters are of fin type and not damaged. *Agree (1), Disagree (Cast iron type) (3)*	X		6	
17	Space temperature controlled by timers or energy saving thermostats. *Agree (1), Disagree (standard type) (3)*	X		12	
18	Pump bearings less than 10,000 hours operation. *Agree (1), Disagree (2)*	X	6		
19	Pumps do not leak. *Agree (1), Disagree (4)*	X			3
20	Stand–by circulation pumps exist. *Agree (1), Disagree (2)*	X	12		
21	Pipes connected to pumps by flexible connections. *Agree (1), Disagree (2)*	X	3		
22	Control indicators like thermo/manometers (temperature/pressure gauges) exist. *Agree (1), Disagree (4)*	X			3
23	Pumps are equipped with high efficiency motors. *Agree (1), Disagree (3)*	X		12	
24	Pipes well anchored and free to expand. *Agree (1), Disagree (4)*	X			3

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)
GOOD						GOOD
FAIR	48	16				FAIR
POOR	45	15				POOR
UNSAT	60	20				UNSAT

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 3.3.3 Forced Air Heating

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Air handling unit casing shows no rust. *Agree (1), Disagree (4)*	X			3
2	Air handling unit provided with air tight doors. *Agree (1), Disagree (4)*	X			3
3	Fans show no rust. *Agree (1), Disagree (4)*	X			6
4	Fans well balanced and do not vibrate. *Agree (1), Disagree (4)*	X			6
5	Fans provided with air inlet vanes. *Agree (1), Disagree (2)*	X	6		
6	Fan bearings have less than 20,000 operating hours logged. *Agree (1), Disagree (4)*	X			6
7	Fans mounted on vibration isolators. *Agree (1), Disagree (2)*	X	6		
8	Flexible connections exist between fans and ductwork. *Agree (1), Disagree (4)*	X			3
9	Heating coils or strips (regardless of energy source) not rusted *Agree (1), Disagree (4)*	X			6
10	Heating coils or strips not damaged or dust plugged. *Agree (1), Disagree (2)*	X	6		
11	Heating coils or strips designed with fins. *Agree (1), Disagree (4)*	X			12

PART A - CONTINUED

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
12	Hot water heating coils heat output controlled by automatic water temperature control valve (3 way). *Agree (1), Disagree (3)*	X		12	
13	Electric heating coils equipped with solid state controls. *Agree (1), Disagree (2)*	X	6		
14	Gas or Oil heating heat exchangers not rusted. *Agree (1), Disagree (2)*	X	12		
15	Gas or Oil burner automatically controlled and unit works. *Agree (1), Disagree (4)*	X			12
16	Air filters of electronic type. *Agree (1), Disagree (2)*	X	6		
17	Gas or Oil heaters have direct spark ignition systems. *Agree (1), Disagree (2)*	X	3		
18	Electric motors are high efficiency models. *Agree (1), Disagree (2)*	X	12		
19	Air handling unit equipped with enthalpy control economizer (balancers using outside air). *Agree (1), Disagree (3)*	X		12	
20	Combustion system in good working condition. *Agree (1), Disagree (4)*	X			12
21	System includes timers or programmable energy saving room thermostats. *Agree (1), Disagree (2)*	X	12		
22	Ducts show no rust. *Agree (1), Disagree (4)*	X			6
23	Duct thermal insulation in place and tight. *Agree (1), Disagree (3)*	X		6	
24	Air diffusers and grills show no rust. *Agree (1), Disagree (4)*	X			3
25	Air balancing dampers exist for each air supply outlet. *Agree (1), Disagree (3)*	X		6	

PART A - CONTINUED

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
26	No objectionable noise from the heating equipment noticed in rooms. *Agree (1), Disagree (3)*	X		12	
27	Fire damper exists at fire separation walls. *Agree (1), Disagree (4)*	X			12
28	Any form of heat recovery unit exists. *Agree (1), Disagree (2)*	X	6		

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)
GOOD						GOOD
FAIR	75	25				FAIR
POOR	48	16				POOR
UNSAT	90	30				UNSAT

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 3.4.1 Central Air Conditioning – Heating Combination

A. County No.	B. District	C. School or Center No.
D. Building No.	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Air handling unit casing shows no rust. *Agree (1), Disagree (4)*	X			3
2	Air handling unit provided with air tight doors. *Agree (1), Disagree (4)*	X			3
3	Fans show no rust. *Agree (1), Disagree (4)*	X			6
4	Fans well balanced and do not vibrate. *Agree (1), Disagree (4)*	X			6
5	Fans provided with air inlet vanes. *Agree (1), Disagree (2)*	X	6		
6	Fan bearings have less than 20,000 operating hours logged. *Agree (1), Disagree (4)*	X			6
7	Fans mounted on vibration isolators. *Agree (1), Disagree (2)*	X	6		
8	Flexible connections exist between fans and ductwork. *Agree (1), Disagree (4)*	X			3
9	Evaporative coils not rusted. *Agree (1), Disagree (4)*	X			6
10	Evaporative coils not damaged or dust plugged. *Agree (1), Disagree (2)*	X	6		
11	Heating coils or strips (regardless of energy source). not rusted *Agree (1), Disagree (4)*	X			6

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
12	Heating coils or strips not damaged or dust plugged. *Agree (1), Disagree (2)*	X	6		
13	Heating coils or strips designed with fins. *Agree (1), Disagree (4)*	X			12
14	Electric heating coils equipped with solid state controls. *Agree (1), Disagree (2)*	X	6		
15	Gas or Oil heating heat exchangers not rusted. *Agree (1), Disagree (2)*	X	12		
16	Gas or Oil burner automatically controlled and unit works. *Agree (1), Disagree (4)*	X			12
17	Gas or Oil heaters have direct spark ignition systems. *Agree (1), Disagree (2)*	X	3		
18	Combustion system in good working condition. *Agree (1), Disagree (4)*	X			12
19	Air filters of electronic type. *Agree (1), Disagree (2)*	X	6		
20	Electric motors are high efficiency models. *Agree (1), Disagree (2)*	X	12		
21	Air handling unit equipped with enthalpy control economizer. *Agree (1), Disagree (3)*	X		12	
22	Compressors fully hermetic. *Agree (1), Disagree (4)*	X			12
23	Refrigerant circuits equipped with low/high pressure cut-off switches in working condition. *Agree (1), Disagree (4)*	X			12
24	Compressors mounted on vibration isolators. *Agree (1), Disagree (3)*	X		6	

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PART A – CONTINUED

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
25	System includes timers or programmable energy saving room thermostats. *Agree (1), Disagree (2)*	X	12		
26	Ducts show no rust. *Agree (1), Disagree (4)*	X			6
27	Duct thermal insulation in place and tight. *Agree (1), Disagree (3)*	X		6	
28	Air diffusers and grills show no rust. Agree (1), Disagree (4)	X			3
29	Air balancing dampers exist for each air supply outlet. Agree (1), Disagree (3)	X		6	
30	No objectionable noise from the air conditioning equipment noticed in the rooms Agree (1), Disagree (3)	X		12	
31	No self–contained window type air conditioners exist. Agree (1), Disagree (More than 20% of rooms equipped) (4)	X			12
32	Fire damper exists at fire separation walls. Agree (1), Disagree (4)	X			12
33	Any form of heat recovery unit exists. Agree (1), Disagree (2)	X	6		

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)
GOOD						GOOD
FAIR	81	27				FAIR
POOR	42	14				POOR
UNSAT	132	44				UNSAT

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 3.4.2 Central Air Conditioning

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Air handling unit casing shows no rust. *Agree (1), Disagree (4)*	X			3
2	Air handling unit provided with air tight doors. *Agree (1), Disagree (4)*	X			3
3	Fans show no rust. *Agree (1), Disagree (4)*	X			6
4	Fans well balanced and do not vibrate. *Agree (1), Disagree (4)*	X			6
5	Fans provided with air inlet vanes. *Agree (1), Disagree (2)*	X	6		
6	Fan bearings have less than 20,000 operating hours logged. *Agree (1), Disagree (4)*	X			6
7	Fans mounted on vibration isolators. *Agree (1), Disagree (2)*	X	6		
8	Flexible connections exist between fans and ductwork. *Agree (1), Disagree (4)*	X			3
9	Evaporative coils not rusted. *Agree (1), Disagree (4)*	X			6
10	Evaporative coils are not damaged or dust plugged. *Agree (1), Disagree (2)*	X	6		
11	All filters are of the electronic type. *Agree (1), Disagree (2)*	X	6		
12	Electric motors are high efficiency models. *Agree (1), Disagree (2)*	X	12		

PART A - CONTINUED

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
13	Air handling unit equipped with enthalpy control economizer (balancers using outside air). *Agree (1), Disagree (3)*	X		12	
14	Compressors fully hermetic. *Agree (1), Disagree (4)*	X			12
15	Refrigerant circuits equipped with low/high pressure cut-off switches in working condition. *Agree (1), Disagree (4)*	X			12
16	Compressors are mounted on vibration isolators. *Agree (1), Disagree (3)*	X		6	
17	System includes timers or programmable energy saving room thermostats. *Agree (1), Disagree (2)*	X	12		
18	Ducts show no rust. *Agree (1), Disagree (4)*	X			6
19	Duct thermal insulation in place and tight. *Agree (1), Disagree (3)*	X		6	
20	Air diffusers and grills show no rust. *Agree (1), Disagree (4)*	X			3
21	Air balancing dampers exist for each air supply outlet. *Agree (1), Disagree (3)*	X		6	
22	No objectionable noise from the air conditioning equipment is noticed in the rooms. *Agree (1), Disagree (3)*	X		12	
23	No self-contained window type air conditioners exist. *Agree (1), Disagree (4)*	X			12
24	Fire damper exists at fire separation walls. *Agree (1), Disagree (4)*	X			12
25	Any form of heat recovery unit exists. *Agree (1), Disagree (2)*	X	6		

ART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)	
GOOD						GOOD	
FAIR	54	18				FAIR	
POOR	42	14				POOR	
UNSAT	90	30				UNSAT	

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

ART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 3.5 Lighting

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the item description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Lamps of mercury vapor or fluorescent type. *Agree (1), Most of fluorescent type (2), Most of incandescent type (3), All of incandescent (4)*	X	12	12	12
2	Building has central light switch panel with secondary switches that overide local switches. *Agree (1), Disagree (2)*	X	6		
3	Lights provide proper light intensity (watts/sqft) for the specific area where installed. *Agree (1), Some do not (3), Most do not (4)*	X		12	12
4	Outdoor lights controlled by photocell *Agree (1), Disagree (3)*	X		6	

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)	
GOOD						GOOD	
FAIR	18	6				FAIR	
POOR	30	10				POOR	
UNSAT	24	8				UNSAT	

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall opinion of the team, enter the team's rating on FORM B and use this space to indicate specific areas of differences and the reasons for changing the rating.

4.0 Safety/Building Code

Form 4.1 Means of Exit

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Width, number and location of exit doors comply with state building code in relation with number of people to be evacuated. *Agree (1), Disagree (4)*	X			12
2	Exit doors easy to open. *Agree (1), Disagree (2)*	X	6		
3	Exit doors at grade level. *Agree (1), Not at grade level but with running ramp (2), Not at grade level and without ramps (3)*	X	3	3	
4	Illuminated exit signs above all exit doors. *Agree (1), Disagree (3)*	X		12	
5	Exits and exit access corridors well lighted. *Agree (1), Marginally lighted (2), Not lighted (3)*	X	6	6	
6	Exit doors provided with landings on either side and have flat (up to 1/2" beveled) thresholds. *Agree (1), Disagree (2)*	X	6		
7	Every area (as defined by state building code) of the building is provided with at least 2 exits having proper separation. *Agree (1), Disagree (4)*	X			12
8	Width of stair case (two or more story buildings) is adequate for evacuation of the occupants. *Agree (1), Disagree (3)*	X		6	
9	Buildings with two or more stories have exit stairways constructed and located in accordance with state building code. *Agree (1), Disagree (4)*	X			12
10	All building exit doors provided with panic bar locks. *Agree (1), Disagree (3)*	X		6	

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)
GOOD						GOOD
FAIR	21	7				FAIR
POOR	33	11				POOR
UNSAT	36	13				UNSAT

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 4.2 Fire Control Capability

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Wet or dry sprinkler system for the general areas exist. *Agree (1), Stand pipe only (3)*	X		12	
2	Special extinguishing systems such as halon or CO2 for hazardous areas such as electrical rooms exist. *Agree (1), Disagree (2)*	X	6		
3	Portable chemical fire extinguishers located throughout the building. *Agree (1), Disagree (3)*	X		6	
4	Fire separation walls exist between major occupancy areas. *Agree (1), Disagree (4)*	X			12
5	Fire separation walls exist around rooms classed as high hazard such as laboratories, wood and welding shops. *Agree (1), Disagree (3)*	X		6	
6	Fire separation walls exist for shafts and corridors. *Agree (1), Disagree (4)*	X			12
7	Fire dampers exist at locations where air ducts penetrate the fire separation walls. *Agree (1), Disagree (4)*	X			12
8	All fabric covered partitions are flame spread rated. *Agree (1), Disagree (2)*	X	6		
9	Drapes and curtains are flame spread rated. *Agree (1), Disagree (2)*	X	6		
10	If sprinkler header exists, Fire Department truck has access. *Agree (1), Disagree (3)*	X		12	
11	Air handling fans are interlocked with fire alarm system to shut down in case of fire. *Agree (1), Disagree (2)*	X	6		

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)	
GOOD						GOOD	
FAIR	24	8				FAIR	
POOR	36	12				POOR	
UNSAT	36	12				UNSAT	

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 4.3 Fire Alarm System

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Smoke detectors exist and are connected to a permanent and visible central fire alarm panel. *Agree (1), Disagree (4)*	X			12
2	Water flow switches exist on fire fighting main water pipes and are connected to a permanent and visible central fire alarm panel. *Agree (1), Disagree (2)*	X	6		
3	An electric alarm connection exists between building fire alarm panel to the Fire Department alarm system. *Agree (1), Disagree (2)*	X	6		
4	A sound alarm exists throughout the building that is actuated by the building fire alarm panel. *Agree (1), Disagree (3)*	X		12	
5	If sprinkler system exists, a hydraulically operated alarm bell, actuated by the flow of sprinkler water is present. *Agree (1), Disagree (2)*	X	3		
6	A voice communication system is integrated into the fire alarm system. *Agree (1), Disagree (3)*	X		6	
7	Shut-off valves on the fire fighting water pipes are electrically supervised from a central location. *Agree (1), Disagree (4)*	X			12
8	Fire alarm system supplied with emergency power. Agree (1), Disagree (3)	X		12	
9	Fire alarm system has both flashing lights and audible signals. *Agree (1), Disagree (2)*	X	6		

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)
GOOD						GOOD
FAIR	21	7				FAIR
POOR	30	10				POOR
UNSAT	24	8				UNSAT

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 4.4 Emergency Lighting

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Emergency lighting source provided per code. *Agree (1), Disagree (4)*	X			12
2	Emergency lighting provided in all large areas including corridors and exits. *Agree (1), Some large areas (2), corridors and exits only (3), exits only (4)*	X	12	12	12

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)
GOOD					
FAIR	12	4			
POOR	12	4			
UNSAT	24	8			

SYSTEM RATING (Check One)	
GOOD	
FAIR	
POOR	
UNSAT	

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

Form 4.5 Fire Resistance

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate entry in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one entry in each row. If the ITEM is not applicable to the building's system, circle the X in RATING COLUMN (1). After rating all items, total the point score in RATING COLUMNS (2), (3) and (4) and enter in PART B.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	One hour rated occupancy separation walls exist where required. *Agree or N/A (1), Disagree (4)*	X			12
2	Area separation wall assemblies exist where required. *Agree or N/A (1), Disagree (4)*	X			12
3	Floors are concrete. *Agree (1), Wood floors (3)*	X		6	
4	Walls of concrete or block. *Agree (1), Disagree (3)*	X		6	
5	Columns are protected with appropriate membrane. *Agree or N/A (1), Disagree (2)*	X	6		
6	Columns are concrete. *Agree (1), Disagree (3)*	X		6	
7	Beams are protected with appropriate membrane. *Agree or N/A (1), Disagree (3)*	X	6		
8	Walls covered with appropriate membrane on both sides. *Agree or N/A (1), Disagree (3)*	X		6	
9	Stairs are constructed to comply with state building code. *Agree or N/A (1), Disagree (3)*	X		12	
10	Stair enclosures, when required by state building code, are appropriately fire rated. *Agree (1), Disagree (4)*	X			12
11	Building is sprinklered (regardless of code). *Agree (1), Not sprinklered but stand pipe fire protection exists (2), Not sprinklered but fire extinguishers exist (3)*	X	12	12	
12	Air ducts penetrating fire separation walls have fire dampers at penetrations. *Agree (1), Disagree (4)*	X			12

PART B

EVALUATION SCORING AND SYSTEM RATING

	(A) POSSIBLE SCORE	(B) TOLERANCE POINT LEVEL	(C) ACTUAL SCORE	(D) CHECK IF (C) > (B)	(E) CHECK IF (C) <= (B)	SYSTEM RATING (Check One)
GOOD						GOOD
FAIR	24	8				FAIR
POOR	48	16				POOR
UNSAT	48	16				UNSAT

Directions: For the EVALUATION SCORE, total the value of circled numbers in each rating category and enter in Column (C). Check Columns (D) and (E) as indicated. Do not check (E) for Actual Scores of zero. For the SYSTEM RATING, find the worst rating category (i.e. poor is worse than fair) with a check in either Column (D) or (E). If the check is in Column (D), the SYSTEM RATING is the worst rating checked. If the check is in Column (E), the SYSTEM RATING is ONE rating better than the worst rating checked. Enter result on FORM B.

PART C

GENERAL COMMENTS AND CONCLUSIONS

If the results of the SYSTEM RATING differ substantially from the overall evaluation of the team, enter that rating and indicate specific areas of differences and the reasons for changing the ratio.

5.0 Provisions for Persons with Disabilities

Form 5.1 Provisions for Persons with Disabilities

County	District	School
Building	Date	Evaluators

Directions: For each ITEM, circle the appropriate X in RATING COLUMNS (1) through (4) as indicated by the ITEM description. Circle only one answer. Transfer the result directly to the Building Condition Evaluation Form. In PART B of this form indicate the nature of the condition if other than good.

PART A

#	ITEMS	RATINGS			
		GOOD(1)	FAIR(2)	POOR(3)	UNSAT(4)
1	Provisions of the Americans with Disabilities Act regarding building accessibility appear to be complied with. Exits are accessible and usable by the disabled. Access is available to all rooms and levels, all restrooms have appropriate door width, maneuvering space, stall size, fixture and accessory heights and grab bars. Drinking fountains, equipment and alarm pulls are reachable and appropriate signage is present. *Agree (1)*	X			
2	Building is accessible, however all rooms are not accessible or, all levels are not directly accessible (e.g., travel between levels requires exiting the building or using a long or indirect route). Some restrooms are accessible. Deficiencies in reachability and signage may also exist. *Agree (2)*		X		
3	Building accessible but not up to ADA standards (e.g., remote or service entrance). Special measures have to be taken to assist persons with disabilities to function. Some levels or areas not accessible. No restrooms meet requirements. Deficiencies in reachability and signage may also exist. *Agree (3)*			X	
4	Building inaccessible. No access to any level. *Agree (4)*				X

PART B Nature of the system problem if other than good

PART C General Comments

6.0 Functional Adaptability

Form 6.0 Functional Adaptability

	GOOD	FAIR	POOR	UNSAT.
6.1 Structural Adaptability				
All interior spaces could be reconfigured or adapted to other uses with minimal or no remodeling.	20			
Most interior spaces could be reconfigured or adapted to other uses with minimal or no remodeling.		15		
Interior spaces could be reconfigured or adapted to other uses with moderate remodeling or reconstruction.			10	
Reconfiguration of interior spaces or adaptation to other uses would require major reconstruction.				5
Comments				
6.2 Size and Buildability of Site				
Size, topography, access, foundation conditions and other site features would easily accomodate major construction.	20			
Size, topography, access, foundation conditions and other site features would accomodate major construction with moderate modifications.		15		
Size, topography, access, foundation conditions and other site features would not accomodate major construction without major modifications.			10	
Site not suitable for any significant expansion.				5
Comments				

Form 6.0 Functional Adaptability (Continued)

	GOOD	FAIR	POOR	UNSAT.
6.3 Electronic Cabling				
All classrooms, labs and library/LRC areas served by all types of technology cabling. (e.g., audio, visual, computer, etc.)	15			
All of the above spaces are not* served by all types of technology cabling, but installation of cabling is easily accomodated by existing raceways, drop ceilings, crawl spaces or aesthetically acceptable additional raceways.		12		
Most areas can be cabled with "moderate" reconstruction efforts.			8	
No cabling possible without extensive reconstruction or awkward, unsightly installations.				4

*Comments: Indicate percent of classrooms, labs, library/LRC areas cabled for:

audio _____ visual _____ computer _____

6.4 Lighting (Location, Level, Type and Orientation)				
All existing lighting is appropriate for use of video display terminals, projection screens, classroom televisions and other instructional aids.	15			
Lighting in existing technology labs is appropriate for use of video display terminals, projection screens, classroom televisions and other instructional aids.		12		
Lighting systems easily convertible for use with video display terminals, projection screens, classroom televisions and other instructional aids.			8	
Extensive effort required to convert lighting for use with video display terminals, projection screens, classroom televisions and other instructional aids.				4

Comments

Form 6.0 Functional Adaptability (Continued)

	GOOD	FAIR	POOR	UNSAT.
6.5 Electrical Power				
There is substantial excess capacity in the electrical service available to the site, the main and subsidiary service panels, and the conduit serving all locations. Major technology systems (e.g., sixty computer stations) could be installed without any electrical modifications or upgrades.	15			
Installing major technology systems would require upgrading of subsidiary panels and conduit.		11		
Installing major technology systems would require upgrading the main and subsidiary panels and the conduit.			7	
Installing any technology systems would require upgrading the main and subsidiary panels and the conduit.				3
Comments				
6.6 Range of Current Uses				
Building has special facilities to accomodate non-educational uses and could or does share space with non-school agencies.	15			
Building has no special non-educational facilities, but shares space with non-school agencies without disruption of educational program.		11		
Building could accomodate non-educational uses without extensive modification or disruption of educational program.			7	
Extensive modification necessary to accomodate any non-educational program.				3
Comments				
Totals				

7.0 Suitability of Space

Form 7.0 Suitability of Space

County	District	School
Building	Date	Evaluators

Directions: For each type of space indicate with an X or a checkmark the degree to which the facilities contribute to the intended educational program. There are specific evaluation criteria for each type of space. Rate each criteria on a scale of 1 to 5, in which 5 indicates an outstanding positive contribution to the educational program (excellent) and 1 indicates that the educational program is severely hindered (unacceptable). For each numbered item the question is, "On a scale of 1 to 5, how would you rate this school or particular type of space in terms of (each numbered item)?" If a space type does not exist, mark the applicable section score "N/A". Average the sum of rated section scores and record in the space provided.

#	EVALUATION CRITERIA AND TYPE OF SPACE	CONTRIBUTION TO EDUCATIONAL PROGRAM				
	7.1 SCHOOL WIDE	5	4	3	2	1
1	PROVISION OF APPROPRIATE TYPES OF SPACES: The school's provision of spaces (e.g. general classrooms, laboratories, library, music, P.E., etc.) to support all aspects of the educational program.					
2	RELATIONSHIP OF SPACES: The physical relation of different rooms and types of space to each other as a factor in providing the overall educational program.					
3	ACCOMODATION OF CURRENT GRADE LEVELS: The originally intended grade levels for the building versus current grade levels using it.					
4	SECURITY AND EASE OF SUPERVISION					
	7.1 Average Score					

	7.2 GENERAL CLASSROOMS	CONTRIBUTION TO EDUCATIONAL PROGRAM				
		5	4	3	2	1
5	FREEDOM FROM DISRUPTIVE FACTORS: Noise, glare, etc.					
6	ROOM LAYOUT: The contribution of the physical layout of the rooms (e.g. shape, location of casework and fixed equipment, placement of windows and doors, lines of sight, etc.) to the educational program.					
7	INSTRUCTIONAL AIDS: Quality and availability of permanent instructional aids (e.g. chalk and tack boards, lab stations, sinks, AV screens, casework, etc.)					
	7.2 Average Score					

Form 7.0 Suitability of Space (continued)

#	EVALUATION CRITERIA AND TYPE OF SPACE 7.3 SCIENCE ROOMS	CONTRIBUTION TO EDUCATIONAL PROGRAM 5	4	3	2	1
8	ROOM LAYOUT: The contribution of the physical layout of the rooms (e.g. shape, location of casework and fixed equipment, placement of windows and doors, lines of sight, etc.) to the educational program.					
9	INSTRUCTIONAL AIDS: Quality and availability of permanent instructional aids (e.g. chalk and tack boards, lab stations, sinks, AV screens, casework, etc.)					
	7.3 Average Score					

#	7.4 LIBRARY	CONTRIBUTION TO EDUCATIONAL PROGRAM 5	4	3	2	1
10	ROOM LAYOUT: The contribution of the physical layout of the rooms (e.g. shape, location of casework and fixed equipment, placement of windows and doors, lines of sight, etc.) to the educational program.					
11	INSTRUCTIONAL AIDS: Quality and availability of storage and media center equipment, etc.					
	7.4 Average Score					

#	7.5 ART	CONTRIBUTION TO EDUCATIONAL PROGRAM 5	4	3	2	1
12	ROOM LAYOUT: The contribution of the physical layout of the rooms (e.g. shape, location of casework and fixed equipment, placement of windows and doors, lines of sight, etc.) to the educational program.					
13	INSTRUCTIONAL AIDS: Quality and availability of permanent instructional aids (e.g. chalk and tack boards, lab stations, sinks, AV screens, casework, etc.)					
	7.5 Average Score					

Form 7.0 Suitability of Space (continued)

#	EVALUATION CRITERIA AND TYPE OF SPACE 7.6 MUSIC	CONTRIBUTION TO EDUCATIONAL PROGRAM 5	4	3	2	1
14	ROOM LAYOUT: The contribution of the physical layout of the rooms (e.g. shape, location of casework and fixed equipment, placement of windows and doors, lines of sight, etc.) to the educational program.					
15	INSTRUCTIONAL AIDS: Quality and availability of permanent instructional aids (e.g. chalk and tack boards, lab stations, sinks, AV screens, casework, etc.)					
16	ACOUSTICS: Suitability for music education, both voice and instrumental.					
	7.6 Average Score					

#	7.7 VOCATIONAL EDUCATION	CONTRIBUTION TO EDUCATIONAL PROGRAM 5	4	3	2	1
17	ROOM LAYOUT: The contribution of the physical layout of the rooms (e.g. shape, location of casework and fixed equipment, placement of windows and doors, lines of sight, etc.) to the educational program.					
18	INSTRUCTIONAL AIDS: Quality and availability of permanent instructional aids (e.g. chalk and tack boards, fixed equipment, lab stations, sinks, AV screens, casework, etc.)					
	7.7 Average Score					

#	7.8 PHYSICAL EDUCATION	CONTRIBUTION TO EDUCATIONAL PROGRAM 5	4	3	2	1
19	ROOM LAYOUT: The contribution of the physical layout of the rooms (e.g. shape, location of casework and fixed equipment, placement of windows and doors, lines of sight, etc.) to the educational program.					
20	INSTRUCTIONAL AIDS: Quality and availability of permanent instructional support facilities (e.g. fixed equipment, lockers, showers, etc.)					
	7.8 Average Score					

Form 7.0 Averaged Total Score

782\SOS WK1 3/23/92